

STATE CANDIDATE INFORMATION BULLETIN

www.azboc.gov

2006

READ ALL INFORMATION BEFORE YOUR EXAMINATION

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 - Phone numbers
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- www.nictesting.org
- www.lasergrade.com

WHAT TO BRING TO THE EXAMINATION

A. GOVERNMENT ISSUED PHOTO I.D. with date of birth for candidate and model.

B. Kit containing required supplies

C. Lab coat or smock for all candidates

NO EXCEPTIONS;
no aprons or scrubs

ENTRANCE AND PARKING ARE AT THE BACK OF THE BUILDING

(refer to map)

FOR EXAMINATION:

Please bring the admission notice which states the time and date to appear for the examination.

DOORS OPEN: 15 MIN
PRIOR TO EXAM.

DOORS CLOSE: Promptly at the time which appears on admission notice.

LATE CANDIDATES WILL FORFEIT THE EXAM.

Candidates who do not appear, are late or unable to start / complete a scheduled a noticed exam forfeit the exam must re-schedule and pay the exam fee.

Children are not permitted in the testing area during the exam.

KITS AND SUPPLIES:

As a state agency, we cannot approve or recommend any private business including kit rentals.

MANNEQUINS: are required in place of models for the cosmetology, nail technology and instructors examinations.

Caution: Mannequins are graded as if they were a live model. Remember: Infection Control and Patron Protection must be followed.

Only one(1) mannequin allowed per candidate.

The candidate is responsible for bringing the mannequin and clamp stand.

A cloth towel must be placed between the stand and station (top and bottom) to protect the furniture.

The nail mannequin hand should be prepared prior to the nail examination. Artificial nails should be glued to the mannequin hand in order to perform nail services.

Models:

Must have Photo I.D. with birth date and be 16 yrs or older.

TALKING TO MODELS IS NOT ALLOWED

Live models are required for Aesthetics examination

Models may not prompt or coach the candidate.

All models will have to exit the examination center after the practical portion of the exam is completed.

Models can not be a current or former student in the cosmetology field .

Models may not alter any portion of the exam performed by the candidate

Models must be present and with the candidate at the time of their exam and agree to submit to all procedures

Any breach of security or misconduct will result in dismissal from the examination

EXAMINATION TIMES

AESTHETICS: 2 1/4 HOURS

1. Set up and Client Protection
2. Cleansing the face
3. Steaming the face
4. Massaging the face
5. Manual Extraction on forehead
6. Hair Removal of the Eyebrows
7. Hair Removal Upper Lip
8. Application of Mask
9. Facial Make-up

COSMETOLOGY: 2 1/4 HRS

1. Set up and Client Protection
2. Thermal curling
3. Chemical Waving
4. Haircutting
5. Lightening and Coloring
6. Chemical Relaxing

NAIL TECHNOLOGY: 2 HOURS

1. Basic Manicure
2. Sculptured Nail
3. Nail Tip Application
4. Nail Wrap
5. Polish

Written Tests :

1 1/2 hours

Instructor exam: Instructor candidates will bring 3 sets of prepared lesson plans (1 set for yourself and 2 for the examiners) and use a mannequin for demonstrations. Easel, Mannequin tripod and White board are provided for the exam. Overhead projectors are available when requested prior to the examination. Mock product is used when demonstrating services for class assignments, except aesthetics.

Aesthetics: No simulated products allowed for Aesthetics exam. Testing for aesthetics will be done at the cosmetology stations using cosmetology styling chairs, after March 1, 2006 (Aesthetic beds will no longer be provided) Supplies are to be placed on the station during set up. Kits will be left in the waiting area on the floor. Hard wax and Soft wax will be utilized. Gloves are to be worn during the waxing section of the exam. Wet disinfectant tool immersion is not required at the station. Liquid or cream make-up foundation is required.

Cosmetology exam: Candidates are required to take all needed supplies out of their kits and place the supplies in the drawers and bottom cabinet area during the exam. All services are performed on one mannequin during the examination. Kits are placed in the waiting area on the floor during the examination.

Nail Technician exam: Candidates are to use **odorless** product for the sculpture nail. After the sculpture nail section, the powder and liquid (monomer) should be neutralized by being poured together and discarded in the candidate's trash bag. Candidates are not to use oil on the nails after they complete the sculpture nail, nail tip and nail wrap. Wet disinfectant tool immersion is not required at the station.

ARIZONA STATE BOARD OF
COSMETOLOGY
1721 E BROADWAY
Tempe, Arizona 85282
Phone: (480) 784-4539

Infection control & Product

DISINFECTANT WIPES MUST BE EPA REGISTERED HOPTI-TAL GRADE, BACTERICIDAL, FUNGICIDAL, AND VIRACI-DAL.

Aerosol sprays are prohibited in the Examination Center

PRODUCT LABELING: ALL PRODUCTS MUST BE IN CONTAINERS WITH EACH LABEL STATING CONTENTS.(WRITTEN IN ENGLISH)

EXAMPLE: "POWDER", "LIQUID" "MASSAGE OIL" ARE NOT PROPERLY LABELED AND WILL BE GRADED ACCORDINGLY.

Blood spill procedure: If a blood spill should occur, Refer to the blood spill procedures are posted through out the exam center A.A.C.R4-10-112(I)1

Candidates that **do not** follow the blood spill procedure properly may be asked to leave the examination.

Scoring Information:

All results are mailed at the same time. To ensure confidentiality **EXAM RESULTS WILL NOT BE GIVEN OVER THE PHONE.** Please allow 10 working days for the results. LaserGrade is required to be taken before the practical test. Please bring the written results form to your practical examination.

Special Needs Candidates (ADA)

If you have a disability and require reasonable accommodation to participate in our services, contact the A.D.A. coordinator at 1721 E. Broadway Rd. Tempe, Arizona, 85282; Phone (480) 784-4539 Fax: (480) 784-4962 for information or download the form online at www.azboc.gov. This must be done prior to scheduling the exam. Language other than English is NOT a disability and does not qualify for special accommodations.

EXAMINATION SECURITY

The exchange of information related to exam performance between candidates during the examination is prohibited. Cell phones, pagers or any type of taping equipment are not allowed in the exam center. Candidates and models are not allowed to have any product instructions written or taped to product container. The examination administrator may exclude other items from the written or practical sections of the examination.

**ARIZONA STATE BOARD
NUMBERS:**

PHONE: (480) 784-4539

FAX: (480) 784-4962

Website: www.azboc.gov

Common Questions:

1. If I fail the test twice do I have to go back to school?

A: No, Instructors are the only candidates that need to go back to school after taking the test twice.

2. My candidate exam notice says 1:00 p.m. can this be correct?

A: Yes, Tests may be conducted twice a day.

3. I took my test a year ago, do I need to take both again?

A: Yes, A.R.S. 32-515 states: "If one year or more elapses between an applicant's initial examination and reexamination, the applicant shall take both the written and practical parts of the examination"

A.A.C.R4-10-112 I.(1)(2) states "A licensee or student who has a contagious disease of a nature that may be transmitted, shall not perform services on a client until the licensee or student takes medically approved measures to prevent transmission of the disease: and (2) Services shall not be performed on an individual who has a contagious disease that may be transmitted by the performing of the services on the individual."

ARIZONA STATE BOARD OF COSMETOLOGY

Phone: (480) 784-4539

HOURS of OPERATION: front office 8:00 am - 5:00pm

Salons: x 224

Compliance: x 228

EXAMINATIONS: 7:00am - 4:00pm

Exam Supervisor: x 239

Hours/ADA: x 240

Certifications: x 237

Arizona State Board of Arizona

1721 East Broadway

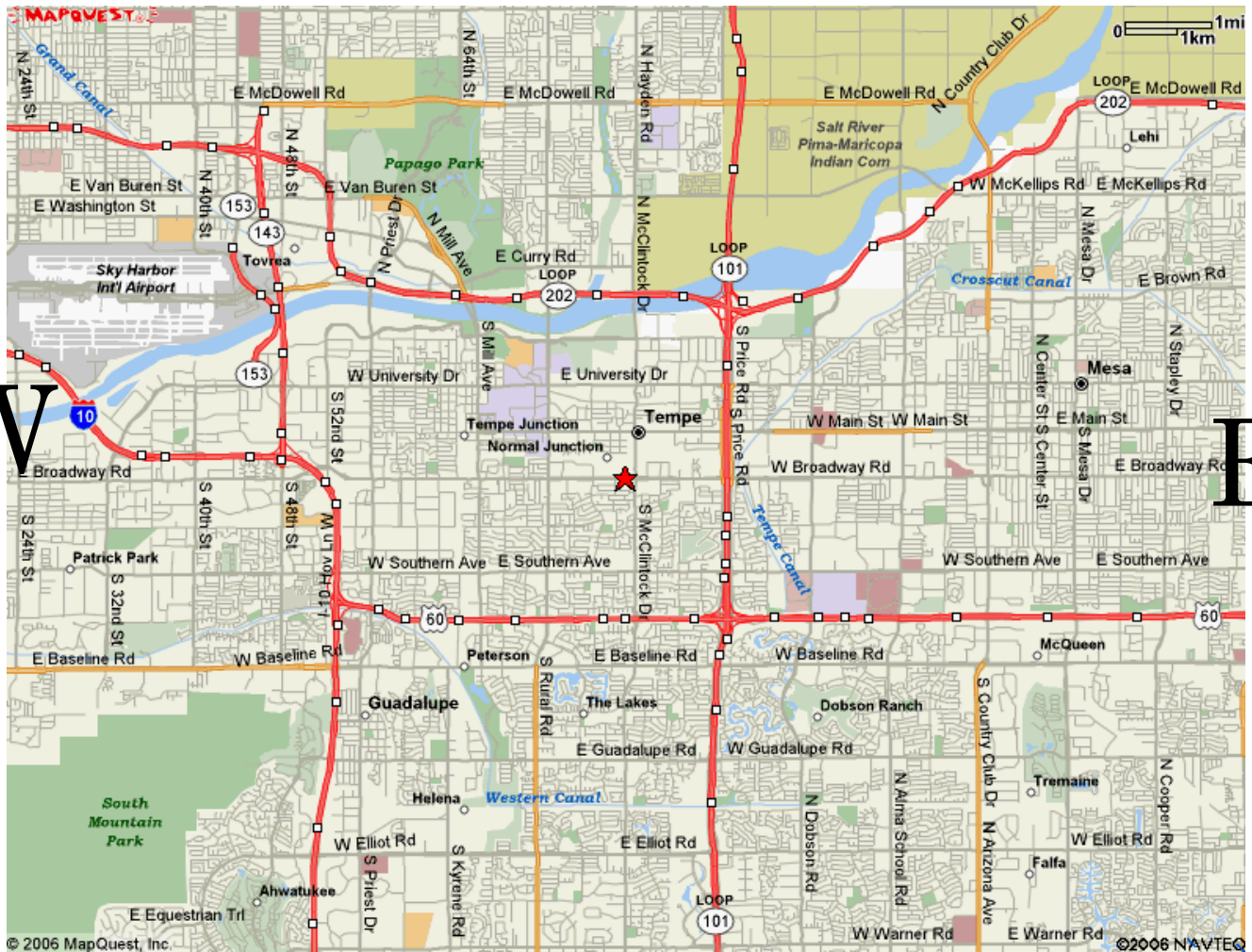
Tempe, Arizona 85282

On the southwest corner of Broadway and McClintock Road. Parking & entrance for examination is in the REAR of the shopping center. Doors open 15 minutes prior to the start of the examination and lock promptly at the start time.

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